

ARE YOU THE OWNER OF THE RESIDENCE WHERE YOU ARE SIGNING UP FOR SERVICE?

Then you need to enclose:

- Proof of Ownership
 - (copy of deed, tax ticket, sales contract, etc.)
- A photocopy of Drivers Licenses & Social Security Cards
 - (for all names on the deed and the account)
- Completed Service Order Turn-On Form
 - (name on form must be on the deed/sales contract)
 - (complete the areas with the red X marked)
- **The Completed Service Order Turn-On Form & all Signed Forms must be Notarized, and signatures of all parties are required to be notarized)
- Total Fees Discussed
 - (Outstanding Balances, Account Deposit, Accounting Fee)
 - (If eligible, send letter of credit from metered utility company)
- If you are eligible for a discount by being 65 years or older or on permanent disability, you must send a copy of letter of award from Social Security

ARE YOU THE TENANT OF A RESIDENCE WHERE YOU ARE SIGNING UP FOR SERVICE?

Then you need to enclose:

- Copy of Signed/Completed Lease
- A photocopy of Drivers Licenses & Social Security Cards - for all names on the lease and the account
- Completed Service Order Turn-On Form - all names on the lease must be on this form
- The Completed Service Order Turn-On Form Must be Notarized - signatures of all parties are required to be notarized
- Total Fees Discussed - Account Deposit, Accounting Fee, etc.
- If you are eligible for a discount by being 65 years or older or on permanent disability, you must send in copy of letter of award from Social Security.

ARE YOU THE OWNER OF A LOCATION WHERE YOU PLAN TO PLACE A BUSINESS AND NEED TO SIGN UP FOR SERVICE?

Then you need to enclose:

- Proof of Ownership (copy of deed, tax ticket, etc.)
- A photocopy of Federal Tax ID Number
- Completed Service Order Turn-On Form - all names on the deed must be on this form
- The Completed Service Order Turn-On Form Must be Notarized - signatures of all parties are required to be notarized
- Total Fees Discussed - Account Deposit, Accounting Fee, etc.

- Once our representative signs off on the account and processes the fees, your copy along with your receipt will be returned to you.

ARE YOU THE TENANT OF A LOCATION WHERE YOU PLAN TO PLACE A BUSINESS AND NEED TO SIGN UP FOR SERVICE?

Then you need to enclose:

- A Copy of Your Current Lease
- A photocopy of Federal Tax ID Number
- Completed Service Order Turn-On Form - all names on the deed must be on this form
- The Completed Service Order Turn-On Form Must be Notarized - signatures of all parties are required to be notarized
- Total Fees Discussed - Account Deposit, Accounting Fee, etc.